

**UNITED STATES DEPARTMENT OF AGRICULTURE**

**Animal and Plant Health Inspection Service**

**CASE EXAM ANNOUNCEMENT #: 24-87-159**

**POSITION:** Veterinary Medical Officer  
Career Conditional  
Full Time

**SERIES/GRADE:** GS-0701-9/11/12  
Promotion potential: GS-12

**LOCATION:** **Veterinary Services, Eastern Region**  
Wapakoneta, OH  
Relocation expenses may be paid

**SALARY:** Range for GS-09: \$38,936 to \$50,617 (incl. 9.62% locality pay)  
Range for GS-11: \$47,110 to \$61,248 (incl. 9.62% locality pay)  
Range for GS-12: \$56,463 to \$73,403 (incl. 9.62% locality pay)

**WHEN TO APPLY:** 12/01/03 TO 12/22/03  
\*Application packages must be postmarked by 12/22/03

**MAIL OR FAX:** USDA, MRP, Minneapolis Business Site, Staffing  
100 North Sixth Street, Suite 510C  
Minneapolis, MN 55403-1588  
Fax: (612) 370-2209 or 2366  
\*Do not use government postage paid envelopes

IF APPLICATION IS SUBMITTED BY MAIL, IT MUST BE POSTMARKED BY THE CLOSING DATE OF THE ANNOUNCEMENT TO RECEIVE CONSIDERATION. HAND DELIVERED OR FAXED APPLICATIONS MUST BE RECEIVED BY THE CLOSING DATE.

**WHO MAY APPLY?** This announcement is open to all United States citizens.

\*\*\* THE NAMES AND NUMBERS OF 2 PROFESSIONAL AND 2 CHARACTER REFERENCES ARE REQUIRED WITH APPLICATION PACKAGE \*\*\*

**WHAT ARE THE DUTIES?**

The incumbent serves a Veterinary Medical Officer with geographic responsibility for the full range of disease diagnosis, control and eradication and animal health and care activities within counties and states. May serve on details to both foreign and domestic locations to perform similar duties. Assignments involve (1) planning, coordinating, adapting and modifying medical and program procedures to deal with animals, aquatic species, birds and poultry infected with, or exposed to, contagious diseases; (2) developing and recommending new procedures and practices for properly releasing, retaining or quarantining problem animals; (3) inspecting and examining animals, aquatic

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species, birds and poultry for evidence of persistent or recurrent disease conditions and for the probable causes and effects; (4) diagnosing the clinical symptoms of suspect herds and flocks to identify the specific disease, advising producer to seek treatment of diseased animals and recommending preventive care that can be taken; and (5) certifying the health of livestock, poultry, aquatic species and their by products to be exported to other countries.

#### **ARE THERE SPECIAL CONDITIONS?**

- \* As a condition of employment, appropriate security clearance is required for this position.
- \* Males born after 12/31/59 must be registered with the selective service
- \* Subject to satisfactory completion of 1-year probationary period
- \* This position is subject to unscheduled overnight details of undetermined lengths in the event of animal health emergencies or other conditions requiring immediate response, as required by the Agency.
- \* Selectees will be required to attend a Veterinary Services orientation session, and at least three formal Veterinary Services courses within the span of nine months to one year. Courses cover program diseases, foreign animal disease awareness, trade and emerging issues and initiatives. After completion, employees have an awareness of the agency's future direction, how the programs, initiatives and issues fit together, and an appreciation for their own role in the organization. Selectees will be subject to a mobility agreement that will be in effect for three years from the date of their appointment.
- \* Travel of 1 to 5 nights per month is required.

**FAILURE TO SUBMIT ALL REQUIRED DOCUMENTS AND INFORMATION REQUESTED BY THE CLOSING DATE OF THIS ANNOUNCEMENT MAY RESULT IN YOUR NOT RECEIVING FULL CONSIDERATION. APPLICANTS' QUALIFICATIONS WILL BE EVALUATED SOLELY ON THE INFORMATION SUBMITTED IN THEIR APPLICATIONS.**

#### **DO I QUALIFY?**

To qualify, all applicants **MUST** meet all qualification requirements by the closing date of this announcement.

#### **MINIMUM EDUCATION REQUIREMENTS:**

Degree; Doctor of Veterinary Medicine or equivalent degree at a school approved or accredited by (a) the American Veterinary Medical Association (AVMA), (b) a State department of education, or (c) a State Board of Veterinary Medical Examiners. Graduates of a foreign veterinary medical school who do not meet the requirements specified above must furnish proof of (a) graduation from a veterinary medical school, and (b) the ability to communicate in and comprehend the English language, and (c) passing the written examination in veterinary medicine given through the AVMA's Educational Commission for Foreign Veterinary Graduates (ECFVG) or the U.S. National Board of Veterinary Medical Examiners. Proof of English language proficiency may be met by (1) achieving a total score on the Test of English as a foreign Language of at least 550 with a listening comprehension score of at least 60 points, (2) earning an advanced degree (i.e., an MS or Ph.D.) at a U.S. college or university, or (3) graduating from a U.S. or Canadian English-speaking high school. Exceptions to these requirements are

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as follows:

- \* Certificates held by veterinarians who qualified between 1965 and 1972, under the program of the educational Commission for Foreign Veterinary Graduates will be honored.
- \* Veterinarians who are graduates of foreign veterinary colleges which are included on the September 1, 1963, list entitled, 'Foreign Veterinary Colleges Evaluated by the Council on Education, American Veterinary Medical Association,' and who entered the United States or Canada and qualified as eligible for private practice or Federal employment on or before December 31, 1972, will be accepted.

**APPLICANTS WHO MEET THE MINIMUM REQUIREMENTS (AS LISTED ABOVE)  
QUALIFY FOR GS-9 POSITIONS.**

**GS-11 EXPERIENCE:** In addition to the minimum qualification requirements, applicants must have 1 year of progressively responsible professional veterinary experience that shows demonstrated ability to perform independently veterinary medical duties or shows demonstrated aptitude or ability to perform research.

**OR**

**EDUCATION SUBSTITUTION FOR GS-11:** A Master's degree, in addition to the D.V.M. degree, in an accredited college or university, in a field of veterinary or related science (e.g., microbiology, parasitology, pathology, immunology, or other specialty).

**OR**

**SUPERIOR ACADEMIC ABILITY FOR GS-11:** A candidate must have placed in the upper 25% of his/her veterinary school graduating class within the last two years of the accredited DVM program. A letter from the Dean of the veterinary school certifying class placing must be submitted with transcripts to qualify under this provision;

**GS-12 EXPERIENCE:** In addition to the minimum qualification requirements, 1 year of progressively responsible professional veterinary experience equivalent to at least the next lower grade level.

\* There is no education substitution at the GS-12 level.

**WHAT KNOWLEDGE, SKILLS AND ABILITIES (KSA's) ARE NEEDED?**

The following KSA's are needed for you to be successful in the job. You should individually address each one. This information will determine your rating and whether you may be selected. (Please be precise and specific.)

1. Ability to physically examine animals and recognize disease conditions using accepted diagnostic procedures.
2. Ability to analyze scientific data using knowledge of current developments in epidemiology and

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recognized diagnostic procedures. (Describe use of database programs; current laboratory techniques; use of specialized equipment, etc.)

3. Skill in communicating in writing in order to represent the agency to the public and private interest groups, state, local and federal agencies, scientific entities as well as industry groups.

4. Skill in communicating verbally in order to present professional/scientific information/issues to diverse audiences for the purpose of negotiating and gaining cooperation and obtaining desired results.

5. Ability to work effectively as a team player with people from diverse backgrounds including differences in culture, race, gender, creed and age.

#### **WHAT ARE THE QUALIFICATION REQUIREMENTS FOR CTAP APPLICANTS?**

Individuals who have special priority selection rights under the Agency Career Transition Assistance Program (CTAP) or the Interagency Career Transition Assistance Program (ICTAP) must be well qualified for the position to receive consideration for special priority selection. CTAP and ICTAP eligibles will be considered well qualified if they meet the qualification requirements listed above; meet all KSA's; and will be able to satisfactorily perform the duties of the position upon entry.

Federal employees seeking CTAP/ICTAP eligibility must submit proof that they meet the requirements of 5 CFR 330.605 (a) for CTAP and 5 CFR 330.704 for ICTAP. This includes a copy of the agency notice, a copy of their most recent Performance Rating and a copy of their most recent SF-50 noting current position, grade level, and duty location. Please annotate your application to reflect that you are applying as a CTAP or ICTAP eligible.

#### **WHAT MUST MY APPLICATION INCLUDE?**

Your application (i.e., OF-612, resume, or SF-171) MUST include:

- \* Announcement Number, Title, Series, and Grade(s) for which you are applying.
- \* Your Name, Address and Phone Number(s).
- \* Social Security Number.
- \* Country of Citizenship.
- \* Documentation of Education - Begin with high school and list all institution names, dates of degree completion, and GPA's. If you meet qualifications based on your college education, include a copy of your transcripts or list of courses with grades and credits. All applications must be translated into English. NOTE: Foreign education must be evaluated by an approved organization specializing in this. Also, include an English translation of the foreign transcript.
- \* Work History - Describe previous work applicable to this position. INCLUDE DATES (M/D/Y), HOURS PER WEEK; AND, IF FEDERAL CIVILIAN EMPLOYMENT, INCLUDE THE SERIES

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AND GRADE LEVEL. IF THIS INFORMATION IS NOT INCLUDED, THE EXPERIENCE CANNOT BE CREDITED.

\* Veteran's Preference Claim, if applicable. If claiming 5 point veterans' preference, a DD-214 member 4 copy, for each period of service must be submitted. If claiming 10 point preference, submit a DD-214 and an SF-15 with the documentary proof required, such as a current letter from the Veteran's Administration dated within the last 12 months. Visit [www.opm.gov/veterans/index.htm](http://www.opm.gov/veterans/index.htm) for more information about veteran's preference.

\* For announcements advertising multiple grade levels indicate on your application or resume, the lowest grade or salary that you will accept. If you are found to be qualified you will be considered for the grade level(s) you stated as acceptable. However, if you are not found qualified for the grade level(s) you stated as acceptable, you will not be referred. If your application does not specify the lowest grade or salary acceptable to you, you will be considered for all grade level(s) for which you qualify.

**\*\*EMPLOYMENT MOBILITY AGREEMENT**

**WHERE DO I GET MORE INFORMATION?**

For help on preparing your application, refer to OF-510 "Applying for a Federal Job"

OR

Visit [www.opm.gov/forms/pdfimage/of0510.pdf](http://www.opm.gov/forms/pdfimage/of0510.pdf)

OR

Call (612) 336-3500 to request a copy of the announcement.

OR

E-mail: [MN.Staffing.Help.Desk@aphis.usda.gov](mailto:MN.Staffing.Help.Desk@aphis.usda.gov)

**SPECIAL NOTES:**

Applications from eligible persons not selected for appointment will be held for 90 days. More than one selection may be made if another vacancy occurs within 90 days of the certification of eligibles.

Candidates will be considered without discrimination for any non merit reasons such as race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, or marital or family status. (Not all prohibited bases apply to all programs.)

Persons with disabilities who require alternative means for communication of program information (Braille, large print, audio tape, etc) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326W Whitten Building, 14th and Independence Avenue SW, Washington, DC 20250-9410 or call (202) 720-5964 (voice or TDD). USDA is an equal opportunity provider and employer.

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This agency provides reasonable accommodation to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. The decision on granting reasonable accommodation will be on a case-by-case basis.

**\*\*EMPLOYMENT MOBILITY AGREEMENT-** I understand that in accepting this position as Veterinary Medical Officer, I will be subject to reassignment and/or change in geographical location as the needs of the Service so require. I hereby agree to accept any such reassignment or relocation to any geographical location in the United States. I also understand that if I separate or resign, rather than accept a reassignment or geographical job relocation, I will not be entitled to severance pay or be eligible to apply for retirement based on discontinued service. In the event I am assigned to some other position requiring a Mobility Agreement, this Agreement will remain in effect.

Signature \_\_\_\_\_ Date \_\_\_\_\_